



Minutes
Committee No. 1
Revenues, Disbursements, Water and Wastewater
July 21, 2011

Committee #1 – Revenues, Disbursements, Water and Wastewater met on **Thursday, July 21, 2011 at 8:00 AM** in the **Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee/Council Members Present: Jane Lardahl, Brian Flynn, George Adrian, Bill Hicks, Mayor Hoffman, Interim Parks & Recreation Director Dick Hebert, Public Works Director/Utility Manager Rick Rubenzer, Finance Mgr/Treasurer Lynne Bauer.

The meeting was called to order at: 8:00 AM.

Item #1: Consider final payment/refund for Seymour Cray Sr. Blvd. (County “S” to County “I”). Possible recommendations to the Council.

Public Works Director Rick Rubenzer indicated \$57,000 will be refunded to the City from the Seymour Cray Sr. Blvd project. He asked that he be able to use these funds for hot mix as that account is already over budget for the year and they have more streets to work on.

Motion by Flynn/Adrian to recommend the Council allow the refund of monies from Seymour Cray Sr. Blvd in the amount of \$57,000 be used for hot mix (Acct #10.53340.5481). **All present voting aye, motion carried.**

Item #2: Discuss funding for part-time secretarial help in the Parks & Recreation office. Possible recommendations to the Council.

Interim Parks & Recreation Director Dick Hebert explained the temporary secretarial help he hired will be leaving mid-August. He asked the Committee to use current budgeted funds so he can extend the temporary clerical situation to December 31. He would like to hire a student who has an internship requirement. The requirement would be for 128 hours and would amount to 8 hours per week at an approximate cost of \$1500. The monies would come from funds that were to be used for the temporary recreation position. During this time, Mr. Hebert will explore more permanent options to address this issue for 2012 and beyond.

Motion by Flynn/Adrian to recommend the Council approve additional funding of \$1,000 for temporary clerical help in the Parks & Recreation office through December 31, 2011 to be taken from current budgeted monies. **All present voting aye, motion carried.**

Item #3: Discuss funding for City Clerk training. Possible recommendations to the Council.

Finance Mgr./Treasurer Lynne Bauer asked the Committee to approve funding to allow overlap

between the current city clerk and the new city clerk. The current city clerk will be retiring September 29 and it is possible the new city clerk could be hired in early September. This would allow the current clerk to do initial training with the new clerk. The funds would come from the difference in salaries between the current clerk and the new clerk.

Motion by Adrian/Flynn to recommend the Council approve funding for the overlap between the current city clerk and the new city clerk for training purposes with the funding to be taken from current budgeted monies. **All present voting aye, motion carried.**

Item #4: Discuss notice from Dept. of Workforce Development indicating possible payment due to the Wisconsin Unemployment Fund. Possible recommendations to the Council.

Finance Mgr/Treasurer Lynne Bauer discussed a notice from the Dept. of Workforce Development (attached) indicating a payment could be due for interest on loans the State of Wisconsin owes to the Federal government. The loans were for amounts borrowed by the State of Wisconsin to fund the unemployment fund. If the Federal government does not waive interest payments, the amount due by Wisconsin employers would be calculated based on their 2010 taxable payroll. Bauer estimated the amount to be less than \$10,000. She will keep the Committee informed of any updates regarding this matter.

No action taken.

Item #5: Discuss impact of State Budget on City finances for 2011 and 2012. Possible recommendations to the City Council.

Finance Mgr/Treasurer Bauer distributed a memo from the League of Wisconsin Municipalities regarding State budget changes that will affect municipalities. The biggest impact for the City will be reduced shared revenue and general transportation aid funding. Reductions were also made to recycling grants, municipal services programs and transit aids. She also explained that due to expenditure restraint funding qualification changes, the City could lose an additional \$200,000. The Committee will continue to monitor the impact of these changes as the 2012 budget progresses.

No action taken.

Item #6: Discuss the status of various 2011 expense and revenue accounts. Possible recommendation to the Council.

The Committee briefly discussed a few concerns with 2011 expense accounts. These accounts include gasoline, hot mix and special legal counsel. The Finance Manager will present a mid-year analysis at the next meeting.

No action taken.

Item #7: Adjournment.

Motion by Adrian/Flynn to adjourn at 8:52 AM. **All present voting aye, motion carried.**

Minutes submitted by:
Lynne Bauer, Finance Mgr.